

Office Memorandum

7  
2 • UNITED STATES GOVERNMENT  
SECURITY INFORMATION

TO : Advisor for Management DA  
VIA : Personnel Director & Asst. Director for Personnel  
FROM : Chief, Classification & Wage Division

DATE: 29 November 1951

SUBJECT: Classification of Administrative Pool Positions (Procurement Office)

1. Reference is made to the memorandum, subject "Assignment of Administrative Pool Positions", dated 12 October 1951, from the Chief of Procurement, and your memorandum of 17 October 1951 concerning the utilizing of three of the Administrative Pool positions previously allocated to the Procurement Office.

2. We have reviewed the three proposed positions and have classified them, with the concurrence of officials of the Procurement Office, as follows:

Procurement Office  
Office of the Chief

General Supply Officer GS-13

Control Group

Clerk-Messenger GS-3

Supply Division  
Office of the Chief

General Supply Officer GS-12

3. All pertinent memorandums are being returned for your further consideration.

**Attachments:**

Memo 12 Oct 1951  
Memo 17 Oct 1951

Memo 17 Oct 1951

Jan 22.

~~CONFIDENTIAL SECRET~~

DEC 4 1951